



June 13, 2015

City of West Lafayette
222 N. Chauncey, Room 102
West Lafayette, IN 47906

Attn: Chandler Poole

Re: Cube & Company, Inc. Professional Services Agreement
TASK ORDER # 1
Concrete Dumpster Pad

Dear Mr. Poole,

Thank you for allowing Cube & Company to provide the following proposal for your consideration. From our conversation, I have listed the scope of work for the new concrete dumpster pad along with Cube & Company's scope of work for the management of the project. This scope can be modified to meet your needs and budget.

Concrete Dumpster Pad

The following proposal covers the management and oversight of the removal of the existing stone filled side yard located on the south side of the West Lafayette Public Library's Parking Garage (See Exhibit A – Project Location) and install new Concrete Pad to accommodate existing Dumpsters and Grease Storage Containers.

The general project scope includes the following:

1. Remove existing stone (approximately 5' x 76' x 9")
2. Sawcut existing alley asphalt
3. Install 3" of compacted fill
4. Install new expansion joint material between new pad and south side of parking structure
5. Install new 6" concrete pad (approximately 5' x 76')
6. Reinforced with fibermesh
7. Pad to be flush with existing alley asphalt
8. Tool control joints

Cube and Company proposes to provide an Owner's Representative role in managing the concrete dumpster pad project detailed above and these services include:

- Project scope assessment and definition.
- Generate and distribute Request for Proposals to at least two qualified concrete contractors for applicable scopes.
- Schedule and facilitate a walk-through with each contractor to ensure their familiarity with existing conditions and surrounding area.
- Facilitation of bids for concrete scope of work.
- Bid tabulation.
- Facilitate scope review meetings.
- Contractor negotiations.
- Project budget coordination.
- Project schedule coordination.
- Regular site inspections and field observations during construction.
- Pay Request review and approval.
- Project Close-out

Total Fee: \$972

(Nine hundred and seventy two dollars)

This total is a not-to-exceed amount and the project will only be billed for time devoted to the scope of work above.

Fees for our Project Management services are calculated on an hourly basis at the following rates:

Project Manager	\$108.00/hr
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These rates include payroll, taxes and insurance, through December 2016.

Sincerely,



Michael Swann
President
Cube & Company, Inc.



CUBE
& COMPANY INC.

Exhibit A – Project Location

